Ref. No. IKGPTU/CD/3308   Dated 15-01-2024

Principal/Director
All Affiliated Colleges of IKGPTU

Subject: - **Regarding submission of online application for continuation/ affiliation of existing courses, starting of new course, new college, variation in intake and restoration of seats for session 2024-25.**

Sir/Madam,

This is with reference to the subject cited above, Online applications are invited for continuation/affiliation of existing courses, starting of new course(s), new college(s), variation in intake, and restoration of seats for session 2024-25, as per the activity calendar (copy attached). The existing colleges shall have to apply for continuation/affiliation of existing courses, if interested may apply for new course/variation in intake through web-portal of University i.e. cd.ptu.ac.in.

Please go through the latest guidelines of concerned regulatory body/university, All the latest guidelines of concerned regulatory body/University shall be followed by the applicant colleges, before filling the online application form. The details of websites are as under:

For Courses	AICTE Courses	PCI Courses	COA Courses	UGC Courses
Link	www.aicte-india.org	www.pci.nic.in	www.coa.gov.in	www.cd.ptu.ac.in

The applicant colleges will have to deposit the affiliation/continuation related fees in accordance with the university notification issued vide reference No. IKGPTU/REG/NF/CD/201 dated 01.06.2022 (copy attached). The long pending dues and pending GST along with interest shall also to be deposited by the affiliated colleges as per directions of the University (if applicable).

"Propelling Punjab to a prosperous Knowledge Society"

The hard copy of online application along with documents shall have to be submitted in the Department of College Development, 2nd floor, G7 Building, IKGPTU, Kapurthala within a week from the last date of submission of online application.

The activity calendar regarding affiliation/continuation shall be followed strictly to complete the affiliation/continuation process within stipulated time for session 2024-25. Please complete the respective activities of activity calendar at the earliest to avoid the applicable late fees, so, that affiliation orders may be issued timely.

The scrutiny of application shall be conducted by scrutiny committee, accordingly the random physical inspection of the existing colleges shall be conducted for continuation of existing courses as decided by university. The requisite facilities required to offer the courses shall be maintained as per the regulations of regulatory body/University, which will be verified by the expert team. TA/Honorarium shall be paid to the expert team by the concerned college as per the University norms.

In case of non- completion of process of affiliation for session 2024-25 as per schedule/ directions of University, such college(s) will be put under "No Admission zone" and shall not be allowed to make any admission for session 2024-25.

All the communication/ updation shall be made through web-portal (cd.ptu.ac.in), no other mode of communication/ updation shall be done by the University, please visit the website regularly. For any query, applicant colleges may contact through email i.e. contact.cd.ptu.ac.in and Mobile phone no's: 9465884812, 9465884814, 9501031477.

With regards

Dean (College Development)

A copy is forwarded for information please: -
1. SVC -for kind information of Hon'ble Vice Chancellor
2. Registrar
3. Incharge, ITS
4. Finance Officer
5. Chairman of affiliated colleges.
6. All concerned.

Affiliation/Continuation activity Calendar for session 2024-25

Sr. No.	Description of Activity	Dates
1.	Issuance of Advertisement in leading newspapers	Second week of January 2024
2.	Opening of web-portal for submission of online application.	W.e.f. 15th January 2024
3.	Last date to submit the online application.	Upto 5th February 2024
4.	Last date for deposition of Fee(without late fee)	Upto 12th February 2024
5.	Last date to submit and lock the online application with late fee of Rs. 30,000/ +GST and affiliation/continuation fees*	Upto 19th February 2024
6.	Last date to submit and lock the online application with late fee of Rs. 1, 00,000/ +GST and affiliation/continuation fees*	Upto 15th March 2024
7.	Scrutiny/Presentation of applications.	Start from 26th February 2024 or within ten days in case of application submitted with late fee.
08	Deposition of Inspection fee by colleges	Within one week from the date of issuance of Letter of Intent (LOI)
	Physical Inspection by experts for :	
09.	Physical Inspection of applied programmes. (New course and existing courses)	Will initiate after the issuance of LOI and Upto One week before the last date of issuance of affiliation order as per schedule issued by concerned regulatory body/University.
10.	Submission of compliance (if any) along with the applicable fee. (Without late fees)	Within 10 days from the date of issuance of letter after Inspection regarding deficiencies or as per the directions of the University in exceptional circumstances.
11.	**Issue of Affiliation orders for :**	
	Issuance of affiliation orders for all applied courses.	After the completion of affiliation prcess or as per the last date of AICTE/University.
12.	**Appeals by rejected/disputed cases for:**	

	Submission of appeal for rejected/ disputed/ complaint cases etc. for all programmes.	within Five days after receiving of letter of rejection issued by the University.
13.	**Settlements of appeals for:**	
	Settlements of appeals for rejected/disputed etc. cases all programmes.	Within 10 days after the receipt of appeal or before the last date of issue of affiliation order as per notification of concerned regulatory body/University.

Note:

1. *In case of late submission of online application affiliation/continuation fees shall be deposited with in two working days after locking the online application.

2. In case of restoration of seats applied by institute, institutes have to upload the previous affiliation order for break in continuation of seats with Restoration Processing fees.

3. In case of any new addition /deletion / editing/ correction of nomenclature/seats of AICTE/PCI/COA/UGC courses etc., the concerned institute may send request to University immediately after issuance of notification by the concerned regulatory body. University shall process such cases without any late fee.